

**Minutes of the Carlisle Board of Health  
July 8, 2014**

**Agenda**

**Bills**

**Administrative Reports**

**Discussion Items**

- Comments for Selectmen on Annual Goals
- Old Home Day – report (Fantasia)
- Brem Property 40B Application filed 7/3/14
- Garrison Place –
  - Septic system application
  - Verification of room count
- Revised Well Application
- Arbovirus Surveillance Report as of 6/13/14
- Disinterment Policy – preliminary discussion

The meeting was called to order at 7:00 pm at Carlisle Town Hall. Present: Bill Risso (Chairman), Catherine Galligan, Lee Storrs, Donna Margolies. Also present: Linda Fantasia, Health Agent, and Roxanne Sayde (Mosquito); Ed Rolfe (Planning Liaison)

**ADMINISTRATIVE REPORTS**

***2014 Annual Notice to Local Boards of Health*** – the Board agreed to review the material for the next meeting.

**Mosquito Spraying** – A resident submitted an email to the office concerned about reports of a new mosquito born illness in Boston. Chikungunya is a mosquito-borne virus that causes fever and severe joint pain. Fantasia had checked the Arbovirus Surveillance website. Risk for West Nile Virus and/or EEE remain low for Carlisle. No human cases have been reported in the state. There is no data yet for Chikungunya. The Board did feel there was an immediate threat from the new diseases. There have been no positive mosquitoes for the disease in North America. Some people may have become ill after traveling to the Caribbean where mosquitoes have tested positive. Galligan offered to follow up with the resident.

**Housing Complaints** – The Building Inspector issued two notices for unsafe structures: 149 Russell Street and 302 Cross Street. The Russell Street residence has been abandoned for more than a year. Local youth have been accessing the house which is severely contaminated with mold. The Building Inspector is ordering the lien holder to secure the property. The Cross Street property also appears abandoned. The garage is collapsing. The Building Inspector is ordering the utility company to cut the power to the property.

**Private Well Owner Tip Sheet** – Risso submitted information from the National Ground Water Association which provides online tips for well owners. The information identifies risks to groundwater from abandoned wells. The link will be put on the Board's website.

**Ongoing:**

- Non-Compliance Tickler file – due in September
- Visitor log tally – final editing
- Annual Goals – August 19<sup>th</sup> meeting
- Revised Well Application - Board to approve
- Mosquito Control History Project – July meeting
- Office Tour and Emergency Procedures – Aug. 19, 2014 at 5:30 PM
- Registered Marijuana Dispensary (RMD) local health regulations - tabled

Carlisle Board of Health Minutes

Meeting Date: July 8, 2014

Approved: July 29, 2014

**BILLS** – FY 14 year end invoices for engineering, pump and well inspections, payroll and nursing.

**It was moved (Galligan) and seconded (Margolies) to approve the bills as presented. Motion passed 4-0-0.**

## **DISCUSSION ITEMS:**

**Board of Selectmen Annual Goals** – the Board was asked to recommend goals. Storrs said developing a town social media policy was important to the Board. Risso suggested continuing to work on organizing a local shelter planning committee in order to facilitate storage of supplies and equipment, planning, and volunteer staffing. There is space available at the school which could be utilized. Galligan noted that there continue to be problems with equipment and building maintenance that affect town employees. Fantasia said there was a suggestion years ago that the town should establish a public building committee which would be responsible for ongoing maintenance and operation of town facilities and planning for future capital needs. The Board agreed to limit its recommendations to the social media policy and town shelter committee. Risso will contact John Gorecki, Board of Selectmen chairman.

**Old Home Day Report** – Fantasia summarized the event as follows:

Old Home Day was held on Saturday, June 28, 2014. The Board of Health sponsored a booth featuring educational materials on tick borne illnesses, emergency preparedness, and cancer incidence in Carlisle. The fair was open from 10:30 – 1:00 although many people visited the booth as soon as they arrived at 9:30. Emergency Preparedness Handbooks – were distributed to households. Distribution was tracked using the street listing. Informational packets were distributed. A number of residents picked these up for elderly parents. Tick Borne Illnesses – an informal survey on how residents felt about deer management, particularly deer hunting on town lands, was conducted. 98% of respondents favored deer management. One resident expressed interest in serving on the Lyme Disease Subcommittee. Poison Control Center magnets were distributed. Visitors to the booth were given raffle tickets to fill out. Three prizes were raffled for Sorrentos, Dunkin Donuts, and Starbucks. Two of the winners were residents and one was from Belmont. The Lyme Disease Subcommittee (Jean Barry) submitted an entry for the parade using the Middlesex Tick Task Force (MTTF) “Tick Guy” which won first prize in youth category. A number of local children dressed up like ticks (black trash bags) marched in the parade, escorting the mannequin on a wagon. It was a very popular exhibit. Landscaping and prevention brochures, paid from the MTTF CHNA grant were also popular. Visitors were given card reminders about the MTTF online survey. Cancer Incidence in Carlisle – David Estabrook, the MDPH Intern, answered questions about the project which is ongoing. A flip chart was used to display the statistics. Business cards displaying the Board of Health website URL were distributed. The website presents additional information.

**Volunteers** - Linda Fantasia (Health Agent), Donna Margolies Board member, Cathy Galligan Board member, Bill Risso Board member (Chairman). David Estabrook (MA DPH) Intern, Kristen Murphy (MRC Volunteer), Jean Barry, M. D. (Lyme Disease Subcommittee Chairman)

**Brem Property 40B Application** – the application was filed with the Town Clerk on 7/3/14. Paper copies were distributed to the advisory boards. The Board of Health acts in an advisory capacity to the Zoning Board which is the permitting authority. The Zoning Board has 180 days to make a decision. The Board of Health will be asked to comment on the two health regulation waivers requested. Since the system is greater than 2000 gpd, local regulations require 150’ setback from a well to a septic system and a minimum capacity of 165 gpd per bedroom. The proposed design provides 100’ setback between a well and the septic system and provides only the state minimum of 110 gpd per bedroom.

Risso explained that the applicant, Jeff Brem, has asked to meet with the Board to discuss the project at the next meeting on July 29<sup>th</sup>. The project includes a nitrogen credit easement which the Board must approve. Brem is also checking on whether he can formally appear before the Board since his resignation as a Board member last December. State ethics regulations may require a one-year moratorium before a former town official and can appear before a town board or committee. Other representation would be provided if necessary.

Fantasia asked whether the Board would want Rob Frado to review the adequacy of the nitrogen credit. This would require calculating the available land area compared to the required capacity. The Board has not received any fees specific to engineering review. The Board will ask Frado to estimate the time involved in reviewing the easement. Rolfe suggested that the Board review the decisions and conditions of the Benfield and Coventry Woods applications.

**GARRISON PLACE (81 Russell Street)** – three applications have been submitted to the Board: Definitive Subdivision Plan, Senior Residential Open Space Special Permit Application, and Sewage Disposal System (SDS) Plan. The Subdivision plan is required in order to proceed with the Special Permit. The Planning Board is the issuing authority for the Special Permit. The Board is required to comment on the two applications. The Board is the issuing authority for the sewage disposal system permit. The applicant has chosen to proceed with all three filings simultaneously. Fantasia noted that the SDS Application is missing documentation on the alternative technologies proposed and unit floor plans in order to verify required septic capacity. The applicant submitted an initial \$4000 fee for engineering reviews and inspections. This amount will be replenished as necessary to maintain a \$1000 balance throughout the development of the project.

The Board agreed it would like to verify the room count which raised some questions when first present last March. The units are labelled two bedrooms, but there may be additional rooms which could easily be converted into bedrooms. This is difficult for the Board to enforce once a development is signed off. The missing documentation should also be provided before the plans are reviewed. Fantasia said the Board has 45 days to act upon a submission, but if the submission is incomplete the clock does not start. She suggested that Frado could give the project an initial review to determine whether an outside consultant should be hired to review the groundwater mounding calculations but not log in the application until it is complete. The Board agreed.

**WELL APPLICATION** – The Board reviewed and approved the updated form with some minor changes.

**ARBOVIRUS SURVEILLANCE** – according to the state's website, Carlisle has a low to moderate risk for West Nile Virus and EEE at this time.

**Disinterment Policy** – The Town Clerk who is the Burial Agent in Carlisle received a request for a disinterment at Green Cemetery. The Board needs to approve the removal to avoid any public health related issues. The Board decided to develop a policy on disinterment. Galligan and Fantasia had done an internet search for similar policies in other towns in order to decide what might be appropriate for Carlisle. Most towns operate under a Cemetery Commission. General requirements involve using a licensed funeral director, licensed transportation company, stipulating hours and times of year, whether to allow family members to be present and proof of legal authority. The Board will definitely want a court order authorizing the appropriate parties but was uncertain which court would officiate. Since the development of a town policy will require additional research Fantasia suggested handling the single request independently and out of respect to the family authorize the chairman to approve the request. This will avoid having details discussed in a public meeting. The family will be asked to submit a proposal on how the disinterment would be handled.

**It was moved (Galligan) and seconded (Margolies) to authorize the Board's agent and Chairman to handle the request for disinterment including conditions as a onetime approval until the Board develops a policy. Motion passed 4-0-0.**

**Board of Health Vacancy** – the Selectmen were notified of the vacancy and asked to publish a notice in the Mosquito. Risso will follow up with a previous candidate to see if he is still interested.

**NEW BUSINESS** - Board Reorganization and Agent Authorization

The Board agreed to move forward with reorganization even though it only has four sitting members. The Agent's authorization to act on the Board's behalf also needs to be renewed.

**It was moved (Storrs) and seconded (Galligan) that in accordance with MGL chap. 111, sec 30, the Carlisle Board of Health authorizes its health agent, Linda Fantasia, to act on its behalf to sign licenses and permits. Motion passed 4-0-0.**

Risso asked if Board members were interested in a particular Board position: chairman, vice-chairman, clerk/treasurer. Galligan would prefer to remain as treasurer; Margolies volunteered to remain as vice-chairman; Storrs felt he would like more time on the Board before becoming an officer. Risso agreed to remain as chairman.

**It was moved (Storrs) and seconded (Margolies) to reappoint Risso as Chairman, Margolies as Vice-Chairman, and Galligan as Treasurer to the Carlisle Board of Health. Motion passed 4-0-0.**

**SUMMER SCHEDULE** – Fantasia will be on vacation the weeks of July 21<sup>st</sup> and August 11<sup>th</sup>. She will try to coordinate with Lyman on office coverage. Judy Hodges, tax volunteer, is also available to help.

**PUBLIC HEALTH MINI-GRANT** – Galligan proposed applying for a grant to develop a local policy and checklist to help manage the farmer's markets. Part of the \$500 funding would be used to hire a consultant including the town's current food inspector to develop a criteria and checklist for inspecting the markets and helping the market managers prepare for a safe and successful operation. The checklist could also be used for One-Day Food Permits including Old Home Day vendors. Galligan offered to draft the proposal which is due 7/18/14.

**It was moved (Galligan) and seconded (Storrs) to authorize Galligan to prepare and submit an application on the Board's behalf for a public health mini-grant to help the Board address farmer's markets operations and One-Day food permits. Motion passed 4-0-0.**

There was no further business. Meeting voted to adjourn at 8:10 pm.

Respectfully submitted,

Linda M. Fantasia, Recorder